

**From:** [Don Soria](#)  
**To:** [Bridges, George](#)  
**Cc:** [Tech Support](#)  
**Subject:** RE: 1600 Owens update  
**Date:** Tuesday, February 11, 2014 3:49:26 PM

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Done

Best Regards,

Don Soria

Manager  
Sales & Customer Support



5000 Hopyard Road, Suite 405  
Pleasanton, CA 94588  
(925) 924-0340 Ext. 503 (Phone)  
(925) 924-0387 (Fax)

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**From:** Bridges, George [mailto:[george.bridges@sfgov.org](mailto:george.bridges@sfgov.org)]  
**Sent:** Tuesday, February 11, 2014 11:08 AM  
**To:** Don Soria; Eklund, Ryan  
**Cc:** Tech Support  
**Subject:** RE: 1600 Owens update

Don

Can you change the start date on MB 1600 Owen St from 1/1/2014 to 12/23/2013?

George

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**From:** Don Soria [mailto:[DonSoria@elationsystems.com](mailto:DonSoria@elationsystems.com)]  
**Sent:** Friday, February 07, 2014 9:32 AM  
**To:** Eklund, Ryan  
**Cc:** Bridges, George; Tech Support  
**Subject:** RE: 1600 Owens update

Hello Ryan,

Please see the instructions below for adding Subcontractors to your project:

Note: This step is for prime contractors, it is to provide Detail information regarding the relationship between the Prime/GC and their Tier 1 subcontractors and for all lower Tier contractors related to Tier 1 subcontractors.

To build a team:

- 1) Click "**Payroll**" tab and then click on the desired project name.
- 2) Click on the link "**Assign Contractors**" located under the project name.
- 3) In the "**Name Contains Search Companies**" function, type in a unique word of the company's name. The system will list all of the companies who have registered with Elation Systems. If you don't find the name of the company you are trying to add to the project team, please contact that company and ask them to register with Elation Systems on our Web site at [www.elationsys.com](http://www.elationsys.com).

Note: Registration is free. Use the Promo Code: SFGOV-2014

- 4) If the company name appears in the left side panel (Confirm that you have the correct City and Phone number), click and hold on the company name, drag it directly on top of your company name, then release your hold. The system will refresh and the company name will appear on the right side panel, under your company name as a subcontractor in your project team.
- 5) To remove a contractor from the project team, click and hold your cursor over the company's name; drag and release. The system will refresh and the company's name will automatically disappear from the right panel.
- 6) Add Subcontract Details to each of your Subcontractor(s):
  - a) In the far right panel, click on the icon "head of the person with a black suit" for each of the subcontractor
  - b) In the Add/Edit Subcontract/Change Order detail window
  - c) In the Wo/Co/SPID field input the Subcontract Detail ID
  - e) In the Wo/Co/SP Name field input the Subcontract Detail Name
  - f) Input a brief description of what this Subcontract entails
  - g) Click on the blue "Select Services" link located on the right side of this window and select a code that fits the brief description
  - h) Input the dollar value of this Subcontract.
  - i) Click Save, then Close.

Regarding the Reports, there is a typical Suite of Ten Reports that Primes/GC subscribe to for the purpose of Workforce reporting for the City. They cover, Local Residents, Ethnicities, Journeyman vs Apprentice, Work Classification to name a few. The Annual Subscription fee for the ten reports is \$2000. You will have on-demand reporting function, from the data that your subcontractors have submitted via their payroll reports. Let me know if you want to proceed with the reports.

Best Regards,

Don Soria

Manager  
Sales & Customer Support



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**From:** Eklund, Ryan [<mailto:Ryan.Eklund@whiting-turner.com>]  
**Sent:** Friday, February 07, 2014 7:39 AM  
**To:** Don Soria  
**Subject:** RE: 1600 Owens update

Hi Don,

I'm not sure who I should direct this question to, but figured I'd start with you and go from there. Do you know how I can get subs access to our project on elations? Is there a link, a login, or? And is there anything I can see/do from the GC end? Or is this just a viewing/reports printing type of access for us? And finally, George mentioned something about costs for running reports and I was wondering how that fee structure is set up.

Any help you can give would be appreciated. You can also feel free to call me at 925-520-4065 if it's easier to discuss over the phone.

Thanks,

Ryan Eklund | Project Manager

**The Whiting-Turner Contracting Company**

4690 Chabot Drive #120 | Pleasanton, CA 94588

925.520.4065 D | 206.713.7487 C | 925.485.0854 F

[www.whiting-turner.com](http://www.whiting-turner.com)



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**From:** Bridges, George [<mailto:george.bridges@sfgov.org>]  
**Sent:** Thursday, February 06, 2014 2:13 PM  
**To:** Eklund, Ryan; Don Soria  
**Cc:** Smith, Adam; [fgarcia@butlereg.com](mailto:fgarcia@butlereg.com); Wong, Joyce  
**Subject:** RE: 1600 Owens update

Ryan

I finally had time to set up the project today. You should be able to view the project.

George

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**From:** Eklund, Ryan [<mailto:Ryan.Eklund@whiting-turner.com>]  
**Sent:** Thursday, February 06, 2014 11:52 AM  
**To:** Bridges, George; Don Soria  
**Cc:** Smith, Adam; [fgarcia@butlereg.com](mailto:fgarcia@butlereg.com); Wong, Joyce  
**Subject:** RE: 1600 Owens update

Hi George/Don,

Just touching base to see if our project has been set up with Elations and is live online. If so, how do we get our subcontractors added or a link to the project so they can be entering all of their necessary labor information. Please let us know.

Thanks,

Ryan Eklund | Project Manager

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**From:** Bridges, George [<mailto:george.bridges@sfgov.org>]  
**Sent:** Thursday, January 23, 2014 5:59 PM  
**To:** Eklund, Ryan; Don Soria  
**Cc:** Smith, Adam; [fgarcia@butlereg.com](mailto:fgarcia@butlereg.com); Wong, Joyce  
**Subject:** Re: 1600 Owens update

Ryan

If you are requesting access to run reports, there is charge and Don will review the costs with you.

As I mentioned earlier, I will need to set up this project in our system and will need the information I requested a couple weeks ago unless Don has a way to transfer the project.

George

On Jan 23, 2014, at 4:18 PM, "Bridges, George" <[george.bridges@sfgov.org](mailto:george.bridges@sfgov.org)> wrote:

Don

This is one of our projects & I will set it up. From the message below, I think Whiting-Turner thought there was a cost associated with setting it up. Can you retract any costs they may think they need to pay?

Thanks

George

On Jan 23, 2014, at 4:09 PM, "Eklund, Ryan" <[Ryan.Eklund@whiting-turner.com](mailto:Ryan.Eklund@whiting-turner.com)> wrote:

Hi George,

Thanks for the e-mail. I think we were previously a little confused on this process. We contacted Elations directly and had an invoice sent to us, which we are in the process of paying (check is likely in the mail). I understand that this may not be correct and that the city would cover setting up the project and the cost associated? Is this correct?

That said, I've attached all the information I sent to Elations previously as well as our registration confirmation e-mail from them. I understand Elations has done everything on their end to get the project set up, but are just waiting on our payment to publish the project live online. Could you please let me know if this is something you would contact Elations about to get published and confirm if we should stop payment on our check to them? Our contact for this was Don Soria at Elations.

Let me know if you have questions or need anything further from us.

Thanks,

**Ryan Eklund | Project Manager**

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**From:** Bridges, George [<mailto:george.bridges@sfgov.org>]  
**Sent:** Tuesday, January 14, 2014 1:39 PM  
**To:** Fabio  
**Cc:** Smith, Adam; Eklund, Ryan  
**Subject:** RE: 1600 Owens update

Fabio/Ryan,

I can set up the project if I am provided the following information:

Bid Date:  
Advertisement Date:  
Award Date:  
Start Date:  
End Date:  
Total Project Costs:

Project Name:  
Address:  
Zip Code:

George

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**From:** Fabio [<mailto:Fgarcia@butlereg.com>]  
**Sent:** Wednesday, December 18, 2013 12:35 PM  
**To:** Bridges, George  
**Subject:** 1600 Owens update

Dear George,

See attached current Outline of the approach that Whiting Turner provided us in order to achieve 50% SBE goal participation.

Whiting Turner have updated the total cost for the spreadsheet per the "adjusted budget column". This is also what the current tracking percentage is divided by. For the bids WT have yet to filter through, they have "pending" in the bid ranking column.

As they continue to get through these trades, Butler Enterprises Group intend to provide you with an updated spreadsheet with updated projection percentages for the project.

In our conversation with Ryan Eklund, WT Project Manager, we suggested

the possibility to explore a partial participation of SBE on big trades like CONCRETE (include exc./form/material) with 26.5% of the Total Project value.

Also we suggested Ryan to contact Elation Systems. They will help him with elations and certified Payroll entry.

Could you also provide us with the current procedures on preconstruction meetings?

Please feel to contact us if you have any question.

Fabio Garcia

Butler Enterprise Group

<mime-attachment>

<mime-attachment>

<Elations Labor Compliance System - Whiting Turner Quote  
12.18.13.pdf>